

DOMINGO SÁNCHEZ, III
1890 Espendor Street
Santa Fe, NM 87505
(505) 473-3070

EDUCATION

Bachelor of Science, Electrical Engineering, New Mexico State University, Las Cruces, New Mexico, December 1983

Associate of Science, Electronic Technology, New Mexico Highlands University, Las Vegas, New Mexico, May 1980

Masters of Business Administration Course Work, College of Santa Fe, Santa Fe, New Mexico, 33+ Credit Hours of Accounting, Santa Fe, New Mexico

EMPLOYMENT EXPERIENCE

NORTHERN NEW MEXICO COLLEGE, ESPAÑOLA, New Mexico

VICE PRESIDENT FOR FINANCE AND ADMINISTRATION - February 2011 to Present

- Serve as Chief Financial Officer of Northern New Mexico College (NNMC) and manager of all administrative and auxiliary operations;
- Supervise managers who oversee the departments of finance and accounting, human resources, campus security, buildings and grounds, athletics, food services, bookstore and management information technology;
- Coordinate and prepare NNMC's annual legislative capital outlay package for approval by the Board of Regents and presentation before the New Mexico Higher Education (NMHED) Capital Outlay Committee;
- Serve as chief lobbyist on behalf of NNMC on all legislative issues;
- Serve as NNMC's liaison to establish and maintain effective working relationships with federal, state and local government officials, legislators, various boards and commissions and the community; and
- Coordinate and preside over all budget hearings with administrative and academic department managers in the preparation of NNMC's annual operating budget request to ensure compliance with state statutes, legislative appropriations and NMHED and Department of Finance and Administration (DFA) guidelines and regulations.

MPOWER ADMINISTRATIVE CONSULTANTS, Santa Fe, New Mexico

OWNER/CHIEF CONSULTANT - June 2001 to Present

Administrative Services:

- Assist nonprofit and governmental clients in establishing and maintaining financial accounting management systems, and developing internal controls and financial procedures;
- Process accounts receivables for federal and state restricted and unrestricted funds, prepare annual operating budgets and monthly budget adjustment requests, and daily cash management;
- Prepare financial transactions, bank reconciliations, financial reports and subsidiary and general ledgers, in accordance with generally-accepted accounting standards; and

*NNMC Study
Blog
6/16/16*

- Manage special capital outlay funds, in accordance with state and federal procurement requirements and reporting.

Consulting Services:

- Advise and assist financially-distressed governmental and nonprofit agency directors, board members and staff on daily operational issues;
- Develop and implement administrative procedures and operational action plans designed to guide leadership officials on the effective management of organizational human and fiscal resources;
- Develop administrative procedures and board policies to assist management, staff and governing board officials to efficiently manage and safeguard organizational resources and assets; and
- Develop database systems to assist clients in the management and reporting of budgetary, financial and business-related information.

NEW MEXICO DEPARTMENT OF TRANSPORTATION, Santa Fe, New Mexico

DEPUTY SECRETARY FOR BUSINESS OPERATIONS - March 2009 to December 2010

- Served as Chief Financial Officer of the New Mexico Department of Transportation's (NMDOT's) administrative operations;
- Supervised NMDOT directors and bureau chiefs overseeing the departments of finance and accounting, budget, procurement services, strategic planning, quality assurance, human resources, legal services, management information systems, employee support and labor management, employee training and development, risk management, facilities, general services and the federal equal employee opportunity program;
- Coordinated and prepared NMDOT's annual legislative initiatives on behalf of the State Transportation Commission and the Governor, and for presentation before legislative committees and subcommittees;
- Served as liaison on behalf of NMDOT with federal, state and local government officials, legislators and tribal governments; and
- Coordinated and presided over all budget hearings with administrative and field operations department directors in the preparation of NMDOT's annual billion-dollar operating budget and capital expenditure requests to ensure compliance with state statutes, legislative appropriations and DFA guidelines and regulations.

NEW MEXICO HIGHLANDS UNIVERSITY, Las Vegas, New Mexico

INTERIM VICE PRESIDENT FOR FINANCE AND ADMINISTRATION - August 2006 to June 2007

- Served as Chief Financial Officer of New Mexico Highlands University (NMHU) and manager of all administrative departments;
- Supervised managers who oversee the departments of finance and accounting, human resources, campus police, buildings and grounds, athletics and management information systems;
- Coordinated and prepared NMHU's annual legislative capital outlay package for approval by the Board of Regents and presentation before the New Mexico Higher Education (NMHED) Capital Outlay Committee;
- Served as chief lobbyist on behalf of NMHU on all legislative issues;

- Served as NMHU's liaison to establish and maintain effective working relationships with federal, state and local government officials, legislators, various boards and commissions, and the community; and
- Coordinated and presided over all budget hearings with administrative and academic department managers in the preparation of NMHU's annual operating budget request to ensure compliance with state statutes, legislative appropriations and NMHED and DFA guidelines and regulations.

NEW MEXICO ASSOCIATION OF COUNTIES, Santa Fe, New Mexico

EXECUTIVE DIRECTOR - April 2000 to June 2001

- Supervised the administrative, finance and accounting and risk management insurance divisions;
- Served as chief lobbyist for all legislative priorities on behalf of all 33 member counties of the New Mexico Association of Counties (NMAC);
- Served as an ex-officio member of the Association's Board of Directors, Executive Committee and Insurance Pool Board; and
- Served as NMAC's liaison to establish and maintain effective working relationships with federal, state and local government officials and legislators.

PRESBYTERIAN MEDICAL SERVICES, Santa Fe, New Mexico

NORTH CENTRAL SYSTEM DIRECTOR - February 1999 to March 2000

- Supervised fourteen departments providing prevention, primary care, behavioral health, dental care, hospice services, long-term care and head start programs;
- Supervised administrative support personnel responsible for payroll, accounts payable, accounts receivable and human resources functions within the System;
- Directed, coordinated, and planned system operational activities and business strategies within Santa Fe, Rio Arriba and Taos counties;
- Prepared System revenue forecast projections, operating budgets, financial and programmatic reports for corporate office;
- Developed training tools, processes and program measures used by North Central System administrative personnel in areas of financial record keeping, grant writing, internal controls, Medicaid and Medicare reimbursement, accounts receivable collections, personnel policies and procedures and organizational development; and
- Served as liaison on behalf of Presbyterian Medical Services before federal, state and local governmental bodies, special interest groups and program advisory boards in order to establish and maintain effective working relationships within the Northern New Mexico communities we served.

SANTA FE COMMUNITY COLLEGE, Santa Fe, New Mexico

EXECUTIVE ASSISTANT TO THE PRESIDENT - August 1998 to February 1999

- Supervised the human resources department to ensure institutional compliance with human resource policies and procedures, employment practices and employee compensation;
- Provided technical assistance and advice to the college president, deans and division directors regarding administrative and fiscal matters and coordinated all strategic planning activities;

- Supervised capital project construction activities and prepared financial reports to ensure compliance with approved capital project operating budgets;
- Coordinated and prepared SFCC's annual legislative capital outlay package for approval by the Board of Regents; and
- Reviewed all construction services agreements and prepared bond reports and compliance documentation related to general obligation bond and severance tax projects.

COUNTY OF SANTA FE, Santa Fe, New Mexico

COUNTY MANAGER - January 1995 to June 1998

- Served as Chief Administrator of county government operations on behalf of the Board of County Commissioners;
- Developed and implemented public policy and strategic planning initiatives for Santa Fe County (County) government;
- Supervised County department directors overseeing the departments of administration, finance and accounting, human resources, legal, management information systems, land use, public works, general services, utilities and public housing;
- Prepared County government's annual legislative initiatives on behalf of the Board of County Commissioners for presentation before legislative committees and subcommittees as County government's chief lobbyist;
- Served as liaison on behalf of the Board of County Commissioners to establish and maintain effective working relationships with federal, state and local government officials, legislators, tribal governments, boards and commissions, and community special interest groups; and
- Coordinated and presided over all budget hearings with County government departments and elected officials in the preparation of County government's annual operating budget for Board of County Commissioners' approval.

STATE OF NEW MEXICO, STATE TRANSPORTATION AUTHORITY, Santa Fe, New Mexico

EXECUTIVE DIRECTOR – April 1994 to December 1994

- Managed the daily operations of the New Mexico State Transportation Authority (Authority) staff;
- Developed a state transportation multi-modal plan for the state of New Mexico;
- Developed transportation policies used in the implementation of transportation projects funded under the Authority's grant program;
- Prepared the agency budget request, operating budget, budget adjustment requests, grant requests and financial reports;
- Represented the Authority as Chief Administrator and lobbyist on transportation issues and legislative initiatives, including preparing, organizing and presenting testimony before the House Appropriations Committee, Senate Finance Committee and other special legislative subcommittees;
- Educated transportation development districts, the general public, news media and local, state and federal government officials on transportation programs, policies and initiatives; and
- Developed and maintained effective working relationships with federal, state, tribal and local government officials, legislators, transportation development districts and numerous private transportation entities.

STATE OF NEW MEXICO, ADMINISTRATIVE OFFICE OF THE DISTRICT ATTORNEYS, Santa Fe, New Mexico

AGENCY DIRECTOR – July 1993 to April 1994

- Managed day-to-day operations, assisted and advised the district attorneys in the development of agency fiscal and administrative policies and programs;
- Assisted the district attorneys' office administrators in the preparation of budget requests, operating budgets, budget adjustment requests and in the preparation of financial and accounting reports;
- Administered the New Mexico District Attorneys' Personnel and Compensation Act and provided fourteen (14) district attorney offices with human resource support services;
- Developed and prepared personnel policies and human resource procedures to provide district attorneys' offices an administrative structure to formally address employee compensation issues, position reclassification requests and employee disciplinary actions;
- Coordinated and prepared all legislative and executive requests for financial information on behalf of all district attorneys' offices; and
- Provided direct testimony before the House Appropriations and Finance Committee, Senate Finance Committee and other special committees on financial matters associated with the district attorneys.

STATE OF NEW MEXICO, DEPARTMENT OF FINANCE & ADMINISTRATION, Santa Fe, New Mexico

EXECUTIVE BUDGET ANALYST, STATE BUDGET DIVISION – May 1991 to July 1993

- Prepared state agency operating budgets on behalf of the Governor and presented oral testimony in support of the executive branch's budget recommendations before the House Appropriations and Finance Committee, Senate Finance Committee and other special legislative subcommittees;
- Reviewed agency Budget Adjustment Requests (BARs) to ensure that revenue sources (*i.e.*, Federal Funds, Other State Funds, Internal Service Transfers and General Fund) and expenditures requested were allowable under state statutes;
- Reviewed and analyzed agency data processing and information systems funding requests, staff development plans and organizational restructuring proposals for fiscal impact and Department of Finance and Administration approval; and
- Assisted state agencies in preparing post-legislative annual operating budgets, in compliance with all legislatively-approved funding authorizations and special capital outlay appropriations.

STATE OF NEW MEXICO, NEW MEXICO PUBLIC SERVICE COMMISSION, Santa Fe, New Mexico

PUBLIC UTILITY ENGINEER – October 1985 to May 1991

- Supervised and coordinated all staff activities associated with the regulatory applications or filings submitted on behalf of rural electric cooperatives and investor-owned electric, water and gas utilities;
- Reviewed technical and financial exhibits, reports, design plans and specifications offered as evidence by public utilities in cases pertaining to changes in utility company rates and services and the construction and/or alteration of utility plant operating facilities;
- Prepared gross revenue projections for utility companies under the jurisdiction of the New Mexico Public Service Commission (Commission);

- Prepared and reviewed studies pertaining to utility cost of service, original plant cost, and plant and equipment depreciation costs; and
- Prepared written testimony and exhibits on behalf of the Commission and testified as an expert witness on engineering, financial and regulatory matters pertaining to regulatory proceedings falling under the jurisdiction of the Commission.

SALT RIVER PROJECT, Phoenix, Arizona

ENGINEER II - Power Operations and Contract Analysis – January 1985 to October 1985.

- Prepared engineering studies of future system impacts on power system operations;
- Prepared operational procedures and coordination plans for scheduled power system outages;
- Prepared system and equipment performance studies and event operating system analysis reports;
- Updated switchyard and receiving station operating procedures manuals; and
- Negotiated power resource contract agreements with other utility companies.

ENGINEER I - Substation Engineering and Power Systems Analysis – January 1984 to January 1985

- Performed engineering-level investigations of power systems and equipment performance;
- Prepared power system short-circuit and transient voltage studies;
- Prepared economic evaluation and cost benefit analysis of various elements in electrical system studies;
- Conducted power flow studies to determine operating restrictions and limitations for planned future electric system facilities additions (breakers, transformers, new transmission lines, etc.); and
- Performed power flow base case studies to determine electrical power system operating limitations in preparation for planned and unplanned power system outages.

ACCOMPLISHMENTS AND AWARDS

- Leadership New Mexico Graduate
- Department of Finance and Administration, Local Government Budget Award
- Quality New Mexico Piñon Award, County of Santa Fe
- Quality New Mexico Piñon Award, Presbyterian Medical Services

REFERENCES

See application references provided in candidate package.